

COMSCINST 3120.16B	COG CODE N32/5	DATE 10 DEC 90
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DEPARTMENT OF THE NAVY
 COMMANDER MILITARY SEALIFT COMMAND
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 WASHINGTON DC 20398-5540

COMSCINST 3120.16B
 N32
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COMSC INSTRUCTION 3120.16B

Subj: STANDARDS OF APPEARANCE

Ref: (a) COMSCINST 3120.2D
 (b) COMSCINST 3121.9

Encl: (1) Standards of Smartness for Ships of the MSC Controlled Fleet

1. Purpose. To establish objectives and policies for the cleanliness, preservation, and material condition of the MSC controlled fleet and the personal appearance and conduct of the crews.
2. Cancellation. COMSCINST 3120.16A.
3. Applicability. This instruction is applicable to all USNS ships (*both CIVMAR and contract-operated*) and to long-term chartered ships.
4. Background. It is the mission of COMSC to provide ocean transportation for personnel and material of the Department of Defense in an efficient and economical manner. In many instances, MSC ships are the only known representatives of the U.S. Navy and U.S. Government. Therefore, it is essential that MSC ships be truly representative of DOD and, in turn, of the United States. This requires that each ship of the MSC fleet create a favorable impression.
5. General. Maintaining the desired "smartness" of the fleet requires the diligent efforts of all hands. In addition to the shipshape appearance of hulls and topsides, there are other aspects of smartness that are equally important. Smartness also requires that the ship be navigated properly, that its engineering policies be effective and efficient, and that the appearance and conduct of the crew be above reproach. Constant awareness and observance of safety measures required by regulation, and the safety practices which are

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dictated by usage and prudent forethought, plus neat and secure stowage of ship's gear above and below decks, are also a measure of smartness. Ship handling, operational reliability, prevention of engineering casualties, and crew performance afloat and ashore are vital aspects of any smart ship program.

a. USNS non A-76 civil service manned ships shall be guided by the precepts embodied in reference (a) and (b), as well as the guidance provided in this instruction.

b. USNS A-76 civil service manned ships shall be operated in accordance with the provision of their respective Performance Work Statement.

c. USNS ships manned by contract operators are to be operated in accordance with the provisions of their respective operating contracts and reference (b). The reporting requirements contained in reference (b) are significant in promoting ship smartness and are to be complied with.

d. Ships under long-term charter to MSC are to comply with ship smartness standards as stated in their respective operating contracts. These ships, with the exception of Maritime Prepositioning Ship (*MPS*), will be inspected for ship smartness compliance in accordance with reference (b). *MPS* will be inspected in accordance with *MPS* Time Charter Article (36), Inspection.

6. Action. Administrative commanders shall give this instruction the widest possible dissemination and shall ensure, by all appropriate means, that the highest standards of appearance are maintained by the ships and personnel of the MSC controlled fleet.

Distribution:

SNDL 41B (*MSC Area Commanders*) (*LANT & PAC only*) (50)
41B (*MSC Area Commanders*) (*FE, EUR, & SWA only*) (10)
41C (*MSC Subarea Commanders*) (5)
41D3 (*MSC Offices*) (3)
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41J(*OICMILDEPTs*)
41L (*COMPSRONs*)
T-100 (*Masters, civil service manned ships*)
T-101 (*Masters and operators, contract-operated tankers*)
T-102 (*Masters and operators, contract-operated fast sealift ships*)
T-103 (*Masters and operators, contract-operated TAGOS*)
T-104 (*Masters and operators, MPS ships*)

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STANDARDS OF SMARTNESS FOR SHIPS OF THE MILITARY SEALIFT COMMAND CONTROLLED FLEET

1. The continued maintenance of high standards of smartness depends, in large measure, on the interest and efforts of Area and Subarea Commands and Commanding Officers of MSC offices. It is incumbent on all concerned to exercise diligence in correcting smartness deficiencies and maintaining these standards by frequent inspections and by notifying the administrative commander when additional corrective action is necessary.

2. No instruction can enumerate all the attributes which distinguish a smart ship from one that is not. The seagoing professional, by tradition, knows this standard without being told. The following is a guide to some of the obvious areas.

a. General. All areas of the ship shall be maintained in a neat, sanitary condition with all loose gear, equipment, and tools stowed in a safe, secure, and orderly fashion. All brightwork, labels, gaskets, and stencils shall be maintained free of paint. Area lighting shall be maintained at the level configured.

b. Hull and Weather Decks. The exterior hull, weather decks, and superstructure, including ladders, booms, winches, capstans, and all other deck fittings, shall be maintained in a clean, rust-free, and painted condition. Swabs, brooms, and other cleaning gear shall be stowed as inconspicuously as possible. The ship's bell shall be kept polished. Waterline and draft marks shall be cut in with sufficient frequency to ensure a shipshape appearance. The national ensign, jack, pennants, and signal flags shall be clean and untattered.

c. Mooring Lines, Rigging, and Ground Tackle. When practical, stow mooring lines below decks. When in use, mooring lines shall be sufficient in number and carefully equalized. Coil or fake mooring lines that are not in use. Rat guards shall be rigged on all lines and connections to the pier. The ends of all running rigging shall be neatly coiled, flemished, or faked down. Monkey lines, attached to boat davit guys, shall be made up and ready for use. Anchors and anchor chain shall be clean, preserved, properly painted, and marked.

d. Engineering Spaces. Engineering spaces will be maintained in a neat, clean, oil-free condition with bilges dry, or at a minimum practical level, and oil free. Attention shall be given to small leaks, insulation and lagging, painting and preservation, equipage stowage, and similar housekeeping items. Machinery shall be maintained to professional marine engineering standards of material condition and readiness required for mission performance. Packing glands, guards, and other similar items shall be routinely maintained.. Light fixtures shall be cleaned and relamped on a regular basis. Constant

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attention shall be given to maintenance and repair actions which impact on safety. A sound painting and coating system shall be maintained. Status boards, posted instructions, and diagrams shall be maintained functionally and neatly.

e. Interior Spaces. All interior spaces shall be maintained in a clean and painted condition. Decks and ladders shall be kept free to tripping hazards. Deck tiles and ladder treads shall be replaced as necessary. Constant attention shall be given to the cleanliness and appearance of messing and berthing areas. Heads, washrooms, and laundry areas shall be maintained in good repair. All interior brightwork shall be shined regularly. Because of the potential health hazard, the highest standards of cleanliness are required for galley, pantry, and food service areas. Special attention shall be given to cutting boards, meat slicers, deep fat fryers, mixers, serving tables, ovens and ventilation ducts. Insect and rodent infestation shall be treated promptly. Reefers, refrigerators and food storage areas shall be kept clean, dry and free of decaying food.

f. Cargo Holds and Cargo Handling Gear. Cargo holds and RO/RO decks shall be kept dry, clean, well preserved and free of dirt, dust, soot and oil. Cargo and stores handling equipment shall be properly maintained. Lashing gear and dunnage shall be sufficient in quantity and properly stowed in accordance with contract plans.

g. Personnel. Civil service manned MSC ships are guided by the standards of dress as outlined in CMPI 594. Strict adherence to those requirements will be enforced.

3. Improved standards of appearance and smartness as outlined above is an all hands evolution. Smartness in MSC ships is to be fostered at every opportunity. There is no substitution for pride in one's ship. Improved reliability and enhanced reputation are the dividends of a "smart" ship.